



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 SWPPP Application for Reauthorization

for the NPDES/SDS General Small Municipal Separate
Storm Sewer System (MS4) Permit MNR040000
reissued with an effective date of August 1, 2013
Stormwater Pollution Prevention Program (SWPPP) Document

Doc Type: Permit Application

Instructions: This application is for authorization to discharge stormwater associated with Municipal Separate Storm Sewer Systems (MS4s) under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Permit Program. **No fee** is required with the submittal of this application. Please refer to "Example" for detailed instructions found on the Minnesota Pollution Control Agency (MPCA) MS4 website at <http://www.pca.state.mn.us/ms4>.

Submittal: This MS4 SWPPP Application for Reauthorization form must be submitted electronically via e-mail to the MPCA at ms4permitprogram.pca@state.mn.us from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields. All applications will be returned if required fields are not completed.

Questions: Contact Claudia Hochstein at 651-757-2881 or claudia.hochstein@state.mn.us, Dan Miller at 651-757-2246 or daniel.miller@state.mn.us, or call toll-free at 800-657-3864.

General Contact Information (*Required fields)

MS4 Owner (with ownership or operational responsibility, or control of the MS4)

*MS4 permittee name: City of Savage *County: Scott
(city, county, municipality, government agency or other entity)

*Mailing address: 6000 McColl Drive

*City: Savage *State: MN *Zip code: 55378

*Phone (including area code): _____ *E-mail: _____

MS4 General contact (with Stormwater Pollution Prevention Program [SWPPP] implementation responsibility)

*Last name: Powell *First name: John
(department head, MS4 coordinator, consultant, etc.)

*Title: Public Works Director/City Engineer

*Mailing address: 13770 Dakota Avenue

*City: Savage *State: MN *Zip code: 55378

*Phone (including area code): 952-882-2672 *E-mail: jpowell@ci.savage.mn.us

Preparer information (complete if SWPPP application is prepared by a party other than MS4 General contact)

Last name: Lucido First name: Sam
(department head, MS4 coordinator, consultant, etc.)

Title: Associate Civil Engineer

Mailing address: 13770 Dakota Avenue

City: Savage State: MN Zip code: 55378

Phone (including area code): 952-882-2686 E-mail: slucido@ci.savage.mn.us

Verification

1. I seek to continue discharging stormwater associated with a small MS4 after the effective date of this Permit, and shall submit this MS4 SWPPP Application for Reauthorization form, in accordance with the schedule in Appendix A, Table 1, with the SWPPP document completed in accordance with the Permit (Part II.D.). ☒ Yes
2. I have read and understand the NPDES/SDS MS4 General Permit and certify that we intend to comply with all requirements of the Permit. ☒ Yes

Certification (All fields are required)

- ☒ Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted.

I certify that based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

I am aware that there are significant penalties for submitting false information, including the possibility of civil and criminal penalties.

This certification is required by Minn. Stat. §§ 7001.0070 and 7001.0540. The authorized person with overall, MS4 legal responsibility must certify the application (principal executive officer or a ranking elected official).

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Name: John Powell
(This document has been electronically signed)

Title: Public Works Director/City Engineer Date (mm/dd/yyyy): 12/27/2013

Mailing address: 13770 Dakota Avenue

City: Savage State: MN Zip code: 55378

Phone (including area code): 952-882-2672 E-mail: jpowell@ci.savage.mn.us

Note: The application will not be
processed without certification.

Stormwater Pollution Prevention Program Document

I. Partnerships: (Part II.D.1)

- A. List the **regulated small MS4(s)** with which you have established a partnership in order to satisfy one or more requirements of this Permit. Indicate which Minimum Control Measure (MCM) requirements or other program components that each partnership helps to accomplish (List all that apply). Check the box below if you currently have no established partnerships with other regulated MS4s. If you have more than five partnerships, hit the tab key after the last line to generate a new row.

☐ No partnerships with regulated small MS4s

Name and description of partnership	MCM/Other permit requirements involved
Water Resources Consortium (1)	MCM 1 and MCM 4

- B. If you have additional information that you would like to communicate about your partnerships with other regulated small MS4(s), provide it in the space below, or include an attachment to the SWPPP Document, with the following file naming convention: *MS4NameHere_Partnerships*.

(1) Partners include City of Prior Lake, Scott WMO, Scott SWCD, Prior Lake Spring Lake Watershed District, Spring Lake Township.

II. Description of Regulatory Mechanisms: (Part II.D.2)

Illicit discharges

- A. Do you have a regulatory mechanism(s) that effectively prohibits non-stormwater discharges into your small MS4, except those non-stormwater discharges authorized under the Permit (Part III.D.3.b.)? ☒ Yes ☐ No

1. If yes:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

☒ Ordinance ☐ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

City of Savage Zoning Code 152.542

While the current City ordinance is adequate for compliance with this part of the MS4 permit, during Ordinance review and update, we will consider the following additions:

- Definitions of stormwater, non-stormwater, illicit discharge, and illicit connection.*
- Additional exemptions to the discharge prohibition.*
- Regulatory authority to access facilities for illicit discharge inspections*
- Regulatory authority to conduct enforcement to stop an illicit discharge and required corrective actions.*

Direct link:

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_IDDEreg*.

2. If **no**:

Describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

Construction site stormwater runoff control

A. Do you have a regulatory mechanism(s) that establishes requirements for erosion and sediment controls and waste controls? ☒ Yes ☐ No

1. If **yes**:

a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- ☒ Ordinance ☐ Contract language
☐ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

City of Savage Zoning Code 152.545

Direct link:

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_CSWreg*.

B. Is your regulatory mechanism at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity (as of the effective date of the MS4 Permit)? ☐ Yes ☒ No

If you answered **yes** to the above question, proceed to C.

If you answered **no** to either of the above permit requirements listed in A. or B., describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

The City of Savage will develop an Erosion Minimization and Sediment Control Policy that would be referenced in City Code. City Code update and Policy Manual adoption would be complete within 12 months of the date of permit coverage extension.

C. Answer **yes** or **no** to indicate whether your regulatory mechanism(s) requires owners and operators of construction activity to develop site plans that incorporate the following erosion and sediment controls and waste controls as described in the Permit (Part III.D.4.a.(1)-(8)), and as listed below:

- | | |
|--|---|
| 1. Best Management Practices (BMPs) to minimize erosion. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. BMPs to minimize the discharge of sediment and other pollutants. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. BMPs for dewatering activities. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Site inspections and records of rainfall events | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 5. BMP maintenance | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. Management of solid and hazardous wastes on each project site. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. Final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. Criteria for the use of temporary sediment basins. | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

ESC Policy identified in (B) above will address all of the above 8 items.

Post-construction stormwater management

A. Do you have a regulatory mechanism(s) to address post-construction stormwater management activities?

☒ Yes ☐ No

1. If **yes**:

a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- ☒ Ordinance ☐ Contract language
☒ Policy/Standards ☐ Permits
☐ Rules
☐ Other, explain: _____

b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

City of Savage Zoning Code 152.537 through 152.542. City of Savage Water Resource Management Plan dated June 2011

Direct link:

☐ Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_PostCSWreg*.

B. Answer **yes** or **no** below to indicate whether you have a regulatory mechanism(s) in place that meets the following requirements as described in the Permit (Part III.D.5.a.):

1. **Site plan review:** Requirements that owners and/or operators of construction activity submit site plans with post-construction stormwater management BMPs to the permittee for review and approval, prior to start of construction activity. ☒ Yes ☐ No

2. **Conditions for post construction stormwater management:** Requires the use of any combination of BMPs, with highest preference given to Green Infrastructure techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a construction activity to the Maximum Extent Practicable (MEP):

a. For new development projects – no net increase from pre-project conditions (on an annual average basis) of: ☒ Yes ☐ No

- 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
- 2) Stormwater discharges of Total Suspended Solids (TSS).
- 3) Stormwater discharges of Total Phosphorus (TP).

b. For redevelopment projects – a net reduction from pre-project conditions (on an annual average basis) of: ☒ Yes ☐ No

- 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
- 2) Stormwater discharges of TSS.
- 3) Stormwater discharges of TP.

3. **Stormwater management limitations and exceptions:**

a. Limitations

1) Prohibit the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) when the infiltration structural stormwater BMP will receive discharges from, or be constructed in areas: ☐ Yes ☒ No

- a) Where industrial facilities are not authorized to infiltrate industrial stormwater under an NPDES/SDS Industrial Stormwater Permit issued by the MPCA.
- b) Where vehicle fueling and maintenance occur.
- c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
- d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater.

2) Restrict the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas: ☐ Yes ☒ No

- a) With predominately Hydrologic Soil Group D (clay) soils.
 - b) Within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features.
 - c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13.
 - d) Where soil infiltration rates are more than 8.3 inches per hour.
- 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), the permittee's regulatory mechanism(s) may allow exceptions as described in the Permit (Part III.D.5.a(3)(b)). The permittee's regulatory mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process. ☐ Yes ☒ No
4. **Mitigation provisions:** The permittee's regulatory mechanism(s) shall ensure that any stormwater discharges of TSS and/or TP not addressed on the site of the original construction activity are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:
- a. Mitigation project areas are selected in the following order of preference: ☐ Yes ☒ No
 - 1) Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - 2) Locations within the same Minnesota Department of Natural Resource (DNR) catchment area as the original construction activity.
 - 3) Locations in the next adjacent DNR catchment area up-stream
 - 4) Locations anywhere within the permittee's jurisdiction.
 - b. Mitigation projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. ☐ Yes ☒ No
 - c. Routine maintenance of structural stormwater BMPs already required by this permit cannot be used to meet mitigation requirements of this part. ☐ Yes ☒ No
 - d. Mitigation projects shall be completed within 24 months after the start of the original construction activity. ☐ Yes ☒ No
 - e. The permittee shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part. ☐ Yes ☒ No
 - f. If the permittee receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management in Part III.D.5.a(2), the permittee shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e). ☐ Yes ☒ No
5. **Long-term maintenance of structural stormwater BMPs:** The permittee's regulatory mechanism(s) shall provide for the establishment of legal mechanisms between the permittee and owners or operators responsible for the long-term maintenance of structural stormwater BMPs not owned or operated by the permittee, that have been implemented to meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)). This only includes structural stormwater BMPs constructed after the effective date of this permit and that are directly connected to the permittee's MS4, and that are in the permittee's jurisdiction. The legal mechanism shall include provisions that, at a minimum:
- a. Allow the permittee to conduct inspections of structural stormwater BMPs not owned or operated by the permittee, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the permittee determines that the owner and/or operator of that structural stormwater BMP has not conducted maintenance. ☐ Yes ☒ No
 - b. Include conditions that are designed to preserve the permittee's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by the permittee, when those responsibilities are legally transferred to another party. ☒ Yes ☐ No
 - c. Include conditions that are designed to protect/preserve structural stormwater BMPs and site features that are implemented to comply with the Permit (Part III.D.5.a(2)). If site configurations or structural stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) continue to be met. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within twelve (12) months of the date permit coverage is extended, these permit requirements are met:

B.3.a(1)(d), B.3.a(2)(c) and (d), B.3.a(3) and B.4 - City Water Resource Management Plan to be updated to include these items and adopted by City Council within 12 months of the date of Permit coverage extension.

B.5.a - City Ordinance will be updated to include these items within 12 months of the date of Permit coverage extension.

III. Enforcement Response Procedures (ERPs): (Part II.D.3)

A. Do you have existing ERPs that satisfy the requirements of the Permit (Part III.B.)? ☐ Yes ☒ No

1. If **yes**, attach them to this form as an electronic document, with the following file naming convention: *MS4NameHere_ERPs*.

2. If **no**, describe the tasks and corresponding schedules that will be taken to assure that, with twelve (12) months of the date permit coverage is extended, these permit requirements are met:

Written ERPs will be developed within 12 months of the date of Permit coverage extension.

B. Describe your ERPs:

IV. Storm Sewer System Map and Inventory: (Part II.D.4.)

A. Describe how you manage your storm sewer system map and inventory:

We have a comprehensive GIS system that details all of the stormwater system. The system is updated regularly by GIS and stormwater management staff.

B. Answer **yes** or **no** to indicate whether your storm sewer system map addresses the following requirements from the Permit (Part III.C.1.a-d), as listed below:

1. The permittee's entire small MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes. ☒ Yes ☐ No

2. Outfalls, including a unique identification (ID) number assigned by the permittee, and an associated geographic coordinate. ☐ Yes ☒ No

3. Structural stormwater BMPs that are part of the permittee's small MS4. ☒ Yes ☐ No

4. All receiving waters. ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

B.2 - Outfalls will be assigned geographic coordinates within 12 months of the date of Permit coverage extension.

C. Answer **yes** or **no** to indicate whether you have completed the requirements of 2009 Minnesota Session Law, Ch. 172. Sec. 28: with the following inventories, according to the specifications of the Permit (Part III.C.2.a.-b.), including:

1. All ponds within the permittee's jurisdiction that are constructed and operated for purposes of water quality treatment, stormwater detention, and flood control, and that are used for the collection of stormwater via constructed conveyances. ☒ Yes ☐ No

2. All wetlands and lakes, within the permittee's jurisdiction, that collect stormwater via constructed conveyances. ☒ Yes ☐ No

D. Answer **yes** or **no** to indicate whether you have completed the following information for each feature inventoried.

1. A unique identification (ID) number assigned by the permittee. ☒ Yes ☐ No

2. A geographic coordinate. ☐ Yes ☒ No

3. Type of feature (e.g., pond, wetland, or lake). This may be determined by using best professional judgment. ☒ Yes ☐ No

If you have answered **yes** to all above requirements, and you have already submitted the Pond Inventory Form to the MPCA, then you do not need to resubmit the inventory form below.

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

D.2 - Storm structures within the City's comprehensive GIS system will be assigned geographic coordinates within 12 months of the date of Permit coverage extension.

- E. Answer **yes** or **no** to indicate if you are attaching your pond, wetland and lake inventory to the MPCA ☐ Yes ☒ No on the form provided on the MPCA website at: <http://www.pca.state.mn.us/ms4>, according to the specifications of Permit (Part III.C.2.b.(1)-(3)). Attach with the following file naming convention: *MS4NameHere_inventory*.

If you answered **no**, the inventory form must be submitted to the MPCA MS4 Permit Program within 12 months of the date permit coverage is extended.

V. Minimum Control Measures (MCMs) (Part II.D.5)

A. MCM1: Public education and outreach

- The Permit requires that, within 12 months of the date permit coverage is extended, existing permittees revise their education and outreach program that focuses on illicit discharge recognition and reporting, as well as other specifically selected stormwater-related issue(s) of high priority to the permittee during this permit term. Describe your **current** educational program, including **any high-priority topics included**:
 - Annually, all appropriate City staff receive training in stormwater and regulatory issues, including illicit discharge.*
 - Annually, the City Council is updated on stormwater and regulatory issues. City Council meetings are televised on public access TV, so the update is provided to the public.*
 - The City of Savage partners with the City of Prior Lake, the Scott WMO, the Scott SWCD, the Prior Lake Spring Lake Watershed District and adjacent townships to provide public education and outreach.*
 - The City of Savage has a rain garden grant program for residents. With this, we participate in providing rain garden theory, as well as design and construction support to residents.*
 - The City participates in a Cooperative Media Plan with adjacent stormwater managers. This Cooperative Media Plan is managed by the Scott SWCD. The City of Savage has a full-time Communications Manager to assist in providing messages through the City website, hardcopy media and other information outlets.*
- List the categories of BMPs that address your public education and outreach program, including the distribution of educational materials and a program implementation plan. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the U.S. Environmental Protection Agency's (EPA) *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Unique BMP# 1a-1 Distribute Educational Materials	Total number of Publications. Continually since 2006
Unique BMP# 1b-1 Implement an Education Program	Program developed - 2007
Unique BMP# 1c-1 Educational Program: Public Education and Outreach	Program developed - 2007 Program implemented.
Unique BMP# 1c-2 Education Program: Public Participation	Program developed - 2007 Program implemented - 2008
Unique BMP# 1c-3 Education Program: Illicit Discharge Detection and Elimination	Program developed - 2007 Program implemented for City staff - 2008
Unique BMP# 1c-4 Education Program: Construction Site Run-off	Program developed - 2007 Program implemented for City staff - 2008

Control	
Unique BMP# 1c-6 Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations	Program developed - 2007 Program implemented for City staff - 2008
Unique BMP# 1d-1 Coordination of Education Program	Coordination with Participating Communities of the Joint Stormwater Education Plan - 2008 Full participation in the Joint Stormwater Education Plan - 2009
BMP categories to be implemented	Measurable goals and timeframes
none	none

3. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Sam Lucido, Associate Civil Engineer

B. MCM2: Public participation and involvement

1. The Permit (Part III.D.2.a.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement a public participation/involvement program to solicit public input on the SWPPP. Describe your current program:

Annually, we have public noticed and scheduled a separate stand-alone meeting to obtain public input on our SWPPP. In addition, our annual update to City Council on stormwater and regulatory issues is also public noticed and is provided on cable-access television to all City residents.

2. List the categories of BMPs that address your public participation/involvement program, including solicitation and documentation of public input on the SWPPP. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Unique BMP# 1e-1 Annual Public Meeting	Initiated in 2007 and continued annually since
Unique BMP# 1e-1.2 Annual Public Meeting – 30-day public notice	Initiated in 2007 and continued annually since
Unique BMP# 1f-1 Annual City Council Update	Initiated in 2007 and continued annually since
Unique BMP#2b-1 Solicit Public Input and Opinion on the Adequacy of the SWPPP	Initiated in 2007 and continued annually since
BMP categories to be implemented	Measurable goals and timeframes
none	none

3. Do you have a process for receiving and documenting citizen input? ☒ Yes ☐ No

If you answered **no** to the above permit requirement, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Sam Lucido, Associate Civil Engineer

C. MCM 3: Illicit discharge detection and elimination

1. The Permit (Part III.D.3.) requires that, within 12 months of the date permit coverage is extended, existing permittees revise their current program as necessary, and continue to implement and enforce a program to detect and eliminate illicit discharges into the small MS4. Describe your current program:

Our stormwater structure inspection process includes the use of a form that prompts the inspector to look for evidence of illicit discharge. City staff are trained annually in illicit stormwater discharge. The City's website provides a stormwater hotline for the public to report concerns.

2. Does your Illicit Discharge Detection and Elimination Program meet the following requirements, as found in the Permit (Part III.D.3.c.-g.)?
 - a. Incorporation of illicit discharge detection into all inspection and maintenance activities conducted under the Permit (Part III.D.6.e.-f.) Where feasible, illicit discharge inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation). ☒ Yes ☐ No
 - b. Detecting and tracking the source of illicit discharges using visual inspections. The permittee may also include use of mobile cameras, collecting and analyzing water samples, and/or other detailed procedures that may be effective investigative tools. ☐ Yes ☒ No
 - c. Training of all field staff, in accordance with the requirements of the Permit (Part III.D.6.g.(2)), in illicit discharge recognition (including conditions which could cause illicit discharges), and reporting illicit discharges for further investigation. ☐ Yes ☒ No
 - d. Identification of priority areas likely to have illicit discharges, including at a minimum, evaluating land use associated with business/industrial activities, areas where illicit discharges have been identified in the past, and areas with storage of large quantities of significant materials that could result in an illicit discharge. ☐ Yes ☒ No
 - e. Procedures for the timely response to known, suspected, and reported illicit discharges. ☐ Yes ☒ No
 - f. Procedures for investigating, locating, and eliminating the source of illicit discharges. ☐ Yes ☒ No
 - g. Procedures for responding to spills, including emergency response procedures to prevent spills from entering the small MS4. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer, if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. § 115.061. ☐ Yes ☒ No
 - h. When the source of the illicit discharge is found, the permittee shall use the ERPs required by the Permit (Part III.B.) to eliminate the illicit discharge and require any needed corrective action(s). ☐ Yes ☒ No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

2.b-2.h - The City will prepare a training manual to cover the requirements of the relevant portions of the MS4 permit. This manual will be finalized within 12 months of the date of permit coverage extension.

3. List the categories of BMPs that address your illicit discharge, detection and elimination program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Unique BMP# 3a-1 Storm Sewer System Map	Map completed and continually updated.
Unique BMP# 3b-1 Regulatory Control Program	As specified in SWPPP - Ordinance previously reviewed and found to be adequate. Staff is trained annually.
Unique BMP# 3c-1 Illicit Discharge Detection and Elimination Program	Program in place consisting of City ordinance, staff training, website hotline, and ongoing inspection and follow up (when needed).
BMP categories to be implemented	Measurable goals and timeframes
Unique BMP# 3d-1 Public and employee Illicit Discharge Information Program	City will inform employees, businesses and the public of the hazards associated with illegal discharges and improper disposal of waste. Activities will begin in 2014.

4. Do you have procedures for record-keeping within your Illicit Discharge Detection and Elimination (IDDE) program as specified within the Permit (Part III.D.3.h.)? ☒ Yes ☐ No

If you answered **no**, indicate how you will develop procedures for record-keeping of your Illicit Discharge, Detection and

Elimination Program, within 12 months of the date permit coverage is extended:

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Sam Lucido, Associate Civil Engineer

D. MCM 4: Construction site stormwater runoff control

1. The Permit (Part III.D.4) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a construction site stormwater runoff control program. Describe your current program:

The City of Savage has a well developed construction site stormwater runoff control program, consisting of:

- Review of development plans for consistency with City requirements.*
- Regular inspection, reporting and documentation of construction activity for consistency with City requirements. City requirements have been developed to provide compliance with NPDES.*
- Enforcement of inspection findings.*
- Regular staff training.*
- Public education.*

2. Does your program address the following BMPs for construction stormwater erosion and sediment control as required in the Permit (Part III.D.4.b.):

- | | |
|---|---|
| a. Have you established written procedures for site plan reviews that you conduct prior to the start of construction activity? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| b. Does the site plan review procedure include notification to owners and operators proposing construction activity that they need to apply for and obtain coverage under the MPCA's general permit to <i>Discharge Stormwater Associated with Construction Activity No. MN R100001</i> ? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| c. Does your program include written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted by the public to the permittee? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| d. Have you included written procedures for the following aspects of site inspections to determine compliance with your regulatory mechanism(s): | |
| 1) Does your program include procedures for identifying priority sites for inspection? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2) Does your program identify a frequency at which you will conduct construction site inspections? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3) Does your program identify the names of individual(s) or position titles of those responsible for conducting construction site inspections? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4) Does your program include a checklist or other written means to document construction site inspections when determining compliance? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| e. Does your program document and retain construction project name, location, total acreage to be disturbed, and owner/operator information? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| f. Does your program document stormwater-related comments and/or supporting information used to determine project approval or denial? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| g. Does your program retain construction site inspection checklists or other written materials used to document site inspections? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

3. List the categories of BMPs that address your construction site stormwater runoff control program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories

Unique BMP# 4a-1

Measurable goals and timeframes

As specified in SWPPP - Ordinance previously reviewed

Ordinance or Other Regulatory Mechanism	and found to be adequate.
Unique BMP# 4b-1 Construction Site Implementation of Erosion and Sediment Control BMPs	As specified in SWPPP - Ordinance previously reviewed and found to be adequate.
Unique BMP# 4c-1 Waste Controls for Construction Site Operators	As specified in SWPPP - Ordinance previously reviewed and found to be adequate.
Unique BMP# 4d-1 Procedures for Site Plan Review for Potential Water Quality Impacts	As specified in SWPPP - Ordinance previously reviewed and found to be adequate.
Unique BMP# 4e-1 Procedures for receipt of and consideration of reports of stormwater non-compliance	Previously established procedures include City website hotline, inspection process and referral of reports to the stormwater compliance staff.
Unique BMP# 4f-1 Procedures for site inspection and enforcement of control measures	As specified in SWPPP – Procedures have been previously reviewed and found to be adequate.
BMP categories to be implemented	Measurable goals and timeframes
None	None

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Sam Lucido, Associate Civil Engineer

E. MCM 5: Post-construction stormwater management

1. The Permit (Part III.D.5.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a post-construction stormwater management program. Describe your current program:

The City of Savage has an extensive postconstruction stormwater management program that includes the following:

Detailed Ordinance and Water Resource Management Plan that specify the design and construction of stormwater management to meet rate control, water quality and volume reduction to NPDES requirements. A process for detailed review and approval of stormwater management design. Inspection of construction activities and provision for as-built plans. Postconstruction inspection, documentation, maintenance and operation.

2. Have you established written procedures for site plan reviews that you will conduct prior to the start of construction activity? ☒ Yes ☐ No
3. Answer **yes** or **no** to indicate whether you have the following listed procedures for documentation of post-construction stormwater management according to the specifications of Permit (Part III.D.5.c.):
- a. Any supporting documentation that you use to determine compliance with the Permit (Part III.D.5.a), including the project name, location, owner and operator of the construction activity, any checklists used for conducting site plan reviews, and any calculations used to determine compliance? ☒ Yes ☐ No
- b. All supporting documentation associated with mitigation projects that you authorize? ☒ Yes ☐ No
- c. Payments received and used in accordance with Permit (Part III.D.5.a.(4)(f))? ☐ Yes ☒ No
- d. All legal mechanisms drafted in accordance with the Permit (Part III.D.5.a.(5)), including date(s) of the agreement(s) and names of all responsible parties involved? ☐ Yes ☒ No

If you answered **no** to any of the above permit requirements, describe the steps that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

3.c-3.d - The City will prepare a Policy and Regulatory Mechanism to cover the requirements of the relevant portions of the MS4 permit. This Policy and Regulatory Mechanism will be finalized within 12 months of the date of permit coverage extension.

4. List the categories of BMPs that address your post-construction stormwater management program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Unique BMP# 5a-1 Development and implementation of structural and/or non-structural BMPs	As specified in SWPPP - Ordinance previously reviewed and found to be adequate.
Unique BMP# 5b-1 Regulatory mechanism to address postconstruction runoff	As specified in SWPPP - Ordinance previously reviewed and found to be adequate.
Unique BMP# 5c-1 Longterm operation and maintenance of BMPs	As specified in SWPPP - Ordinance previously reviewed and found to be adequate.
BMP categories to be implemented	Measurable goals and timeframes
none	none

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Sam Lucido, Associate Civil Engineer

F. MCM 6: Pollution prevention/good housekeeping for municipal operations

1. The Permit (Part III.D.6.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement an operations and maintenance program that prevents or reduces the discharge of pollutants from the permittee owned/operated facilities and operations to the small MS4. Describe your current program:

The City of Savage has a well-developed operation and maintenance program. This program consists of inspections of existing storm structures (CBs, retention, detention and infiltration basins, outfalls, inlets and outlets). The program also provides for the inspection of ditches and ravines. Inspections are recorded on a database and on the City's GIS mapping system. From this database, the City maintains a Stormwater System Maintenance Plan where larger maintenance needs are prioritized. This Maintenance Plan is used for scheduling larger annual maintenance projects to be funded by a stormwater utility fund. The inspections database is also used to schedule maintenance activities that are not larger enough to be put on the annual maintenance list. These smaller maintenance activities are able to be scheduled on a shorter timeframe.

In addition to the above-described system, the City also maintains 2 mechanical street sweepers that clean the streets on a regular basis.

2. Do you have a facilities inventory as outlined in the Permit (Part III.D.6.a.)? ☐ Yes ☒ No
3. If you answered **no** to the above permit requirement in question 2, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

The City will prepare a facilities inventory consistent with III.D.6.a of the MS4 Permit. The inventory will be finalized within 12 months of the date of permit coverage extension.

4. List the categories of BMPs that address your pollution prevention/good housekeeping for municipal operations program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. For an explanation of measurable goals, refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Unique BMP# 6a-2 Street sweeping	As specified in SWPPP – The City has been, and will continue to, sweep main and collector streets 4 times per year and other streets 2 times per year.

Unique BMP# 6b-2 Annual inspection of structural pollution control devices	As specified in SWPPP - The City has been, and will continue to, inspect structural pollution control devices.
Unique BMP# 6b-3 Inspection of outfalls, basins and ponds	As specified in SWPPP – On an annual basis, the City has been, and will continue to, inspect approximately 20% of outfalls, basins and ponds.
Unique BMP# 6b-4 Inspection of exposed stockpiles, storage and material handling areas	As specified in SWPPP - The City has been, and will continue to, inspect exposed stockpiles, storage and material handling areas.
Unique BMP# 6b-5 Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures	Initiated in 2007 and continued since then.
Unique BMP# 6b-6 Reporting and Retention of All Inspections and Responses to the Inspections	Initiated in 2007 and continued since then.
Unique BMP# 6b-7 Evaluation of Inspection Frequency	Initiated in 2009 and continued since then.
BMP categories to be implemented	Measurable goals and timeframes
None	none

5. Does discharge from your MS4 affect a Source Water Protection Area (Permit Part III.D.6.c.)? ☐ Yes ☒ No
- a. If **no**, continue to 6.
- b. If **yes**, the Minnesota Department of Health (MDH) is in the process of mapping the following items. Maps are available at <http://www.health.state.mn.us/divs/eh/water/swp/maps/index.htm>. Is a map including the following items available for your MS4:
- 1) Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330? ☐ Yes ☐ No
- 2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13? ☐ Yes ☐ No
- c. Have you developed and implemented BMPs to protect any of the above drinking water sources? ☐ Yes ☐ No
6. Have you developed procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater, according to the Permit (Part III.D.6.d.)? ☐ Yes ☒ No
7. Do you have inspection procedures that meet the requirements of the Permit (Part III.D.6.e.(1)-(3)) for structural stormwater BMPs, ponds and outfalls, and stockpile, storage and material handling areas? ☐ Yes ☒ No
8. Have you developed and implemented a stormwater management training program commensurate with each employee's job duties that:
- a. Addresses the importance of protecting water quality? ☐ Yes ☒ No
- b. Covers the requirements of the permit relevant to the duties of the employee? ☐ Yes ☒ No
- c. Includes a schedule that establishes initial training for new and/or seasonal employees and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements? ☐ Yes ☒ No
9. Do you keep documentation of inspections, maintenance, and training as required by the Permit (Part III.D.6.h.(1)-(5))? ☒ Yes ☐ No

If you answered **no** to any of the above permit requirements listed in **Questions 5 – 9**, then describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

F.6 - The City will develop a procedure and a schedule consistent with III.D.6.d of the MS4 Permit. The procedure and

schedule will be finalized within 12 months of the date of permit coverage extension.

F.7 - The City will update inspection procedures consistent with III.D.6.de.(1)-(3) of the MS4 Permit. The procedure will be updated within 12 months of the date of permit coverage extension.

F.8 - The City will update its stormwater management training program consistent with III.D.6.g of the MS4 Permit. The program will be updated within 12 months of the date of permit coverage extension.

10. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Sam Lucido, Associate Civil Engineer

VI. Compliance Schedule for an Approved Total Maximum Daily Load (TMDL) with an Applicable Waste Load Allocation (WLA) (Part II.D.6.)

- A. Do you have an approved TMDL with a Waste Load Allocation (WLA) prior to the effective date of the Permit? ☐ Yes ☒ No

1. If **no**, continue to section VII.
2. If **yes**, fill out and attach the MS4 Permit TMDL Attachment Spreadsheet with the following naming convention: *MS4NameHere_TMDL*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VII. Alum or Ferric Chloride Phosphorus Treatment Systems (Part II.D.7.)

- A. Do you own and/or operate any Alum or Ferric Chloride Phosphorus Treatment Systems which are regulated by this Permit (Part III.F.)? ☐ Yes ☒ No

1. If **no**, this section requires no further information.
2. If **yes**, you own and/or operate an Alum or Ferric Chloride Phosphorus Treatment System within your small MS4, then you must submit the Alum or Ferric Chloride Phosphorus Treatment Systems Form supplement to this document, with the following naming convention: *MS4NameHere_TreatmentSystem*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VIII. Add any Additional Comments to Describe Your Program